



OFFICE OF THE EXECUTIVE ENGINEER
COMMON SERVICE DIVISION
UNNAYAN BHAVAN (1ST FLOOR, VIP BLOCK)
E&AM SECTOR, KMDA. SALT LAKE

**Kolkata
Metropolitan
Development
Authority**

Memo No: 80/ EE/CSD/E&AM/KMDA/N-1/2021-2022

Date: 03/12/2021

Detail Notice Inviting Tender No:- 07/NIT/EE/CSD/E&AM/KMDA OF 2021-2022.

Sealed Tender in KMDA Form No I are hereby invited by the Executive Engineer, common service Division , E&AM sector, KMDA from bonafide, reliable, **experienced in Pest Control** and resourceful contractors' who have successfully completed similar nature of work at least **50% value of the work in a single contract** during the **last 5 (Five) years** for the following work.

SL NO.	NAME OF WORK	ESTIMATED AMOUNT (Including GST, cess) (Rs.)	EARNEST MONEY (Rs.)	TIME OF COMPLETION	COST OF TENDER PAPER (Rs.)
1.	"General pest control, Eradication of Mosquitoes, flies, Cockroach, Bed Bugs, Anti termite chemical treatment, Rodent control treatment at different floor, blocks of Unnayan Bhavan complex for the year of 2021-2022 (Twelve Months)"	Rs.3,88,680/-	Rs 7,774/-	12 (Twelve) Month	Rs 850/-

The application should be accompanied by duly attested photocopies of duly signed and endorsed following list of common documents by the applicant.

1) List of common documents :

- Valid Pan Card issued by the IT Deptt., Govt of India
- Latest valid Trade License
- valid pest control license issued by state Govt/Central Govt
- Valid 15 digit Goods and Services tax payer Identification Number (GSTIN) certificate
- latest GST Return submitted copy
- Latest Professional Tax paid Challan, latest P-TAX Enrolment & latest p-tax payment certificate.
- Credential in Similar nature of Work Order, Completion Certificate, Payment certificate, also supporting BOQ of the of the same work.
- Latest Income Tax Return (For last 3 yrs)

The applicant shall also produce original of the above documents for verification during submission of the application failing which no permission for issuing of tender documents will be entertained.

2) Cost of Tender Paper :- Also the intending tenderer shall have to deposit cost of tender documents only in the shape of **Bank draft /pay order** drawn in favour of **"KMDA" payable at Kolkata** on a scheduled Indian bank at Kolkata along with their individual application and relevant documents as stated above. **Cost of Tender documents is non-refundable for the Eligible Participants.** After Technical Evaluation Non- Eligible participant they may apply in the shape of application in their own letter head for refund of cost of Tender paper .

3) Earnest Money:-The tenderer shall have to deposit Earnest Money in the form of **Bank Draft/Pay order** drawn in favour of **"KMDA"** on a scheduled bank **payable at Kolkata** failing which the tender shall be rejected. The balance **Earnest money** if any to fulfill **2 (two) percent of the tender value** is to be deposited at the time of execution of formal agreement.

4) Time Schedule for Application , Permission ,sale, Dropping and Opening of Tender : -

SL NO	DESCRIPTION	DATE & TIME
1.	LAST DATE & TIME OF APPLICATION	27/12/2021 Upto 2.00 P.M
2.	LAST DATE & TIME OF PERMISSION OF TENDER PAPER :	27/12/2021 Upto 4.00 P.M
3.	LAST DATE & TIME OF SALE OF TENDER PAPER:	28/12/2021 upto 2.00 P.M
4.	LAST DATE & TIME OF SUBMISSION OF TENDER PAPER:	30/12/2021 Upto 2.00 P.M
5.	LAST DATE & TIME OF OPENING OF TENDER PAPER:	30/12/2021 after 2.00 P.M.

5) Mode of Submission of Tender Documents :

Tenderer shall mentioned their offer rate **ABOVE , BELOW or AT PAR** of the departmental estimated amount put to tender in proper position of the documents both Tender Form and as well as last page of BOQ or Schedule both in figure and words written in indelible ink and in English language preferable.

6) Additional Performance Security:-

The Additional Performance Security @10% of the tendered amount shall be obtained from successful bidder, if the accepted bid value is **80% or less** of the estimate put to tender, **Additional Performance Security shall be equal to 10%** of the tendered amount and be submitted in the form of Bank Guarantee from any Scheduled Bank before issuance of the Work Order. If the bidder fails to submit the Additional Performance Security within seven working days from the date of issuance of Letter of Acceptance, his earnest money will be forfeited. The said Bank Guarantee shall be valid upto the end of the Successful completion of the work and shall be renewed accordingly, if required. If the bidder fails to complete the work successfully, the Additional Performance Security shall be forfeited at any time during the pendency of the Contract period after serving proper notice to the contractor.

7) Penalty for suppression / distortion of facts: - If any document/statement/information submitted by any bidder in the tender is found to be false, TIA will take legal action against the bidder including forfeiture of Earnest Money Deposit (EMD).

8) Place of Purchase and Submission Tender Documents :-

Applicant should purchase the Tender documents from Office of the Executive Engineer, Common Service Division, E&AM Sector, KMDA, UNNAYAN BHAVAN, VIP BLOCK, 1ST FLOOR, KOLKATA: 700091. and dropping proper filling, signed Tender documents with requisite Earnest Money in sealed Envelope at the above mention same location .

9) Important Note :

i) All other documents may be seen from the division office mentioned above on all working days during office hours.

ii) "Tax invoice(s) needs to be issued by the supplier for raising claim under the contract showing separately the tax charged in accordance with the provision of GST Act 2017"

iii) The tender inviting authority (TIA) reserves the right to accept or reject any or all the tenders without assigning any reason what so ever.

iv) Earnest Money, Cost of tender paper and Formal Tender paper cost should be as a demand draft or bank pay order only and purchaser should be mention in the draft if any, deposited for one tender , it shall not be transferred to another tender.

v) Tenderer must be attached extra pan card Xerox/photo copy with the application as well as tender form no-1 for realising Accounts purpose

Vi) The successful tenderer shall comply with provision of contract labour (Regulation & Abolition) act, 1970 and the subsequent amendment thereof and produce the same before the authority.

Vii) Deduction of cess @ 1% at source will be applicable under section -3 of the Building & other construction worker's Welfare Cess Act,1996 read with rules 4&5 of the Building & other construction Worker's Welfare cess Rules,1998 and GST.

viii) Partnership Firm/Consortium should submit their necessary deed .

ix) A person/Proprietor, Partnership Firm/Consortium that is suspended / debarred by a procuring entity shall not be allowed to participate in this tender.

In addition to the condition as stipulated in NIT

- 1) The agency should have valid pest control license issued by state Govt/Central Govt. The company must be licence holder as Pest Controller.
- 2) Labour co operative societies as per memorandum no 6718-F(Y) dated 08/09/2015 ,& partial notification of this department memorandum no 6204-F(Y) dated 17/08/2015 of CAO &EO ,joint Secretary to the Govt Of west Bengal it is stated that in terms of (V) under rule 32 of West Bengal Rules Vol-I labour cooperative Societies are exempted from payment of Earnest money only against all tender of the Govt. These Societies, if selected through tender will have to furnish security deposit for performance of the work.
- 3) Exemption from payment of earnest money and security deposit given to small scale industries (SSI) unit under rules 47A(1) and 47B(7) of West Bengal financial rules, volume 1 is applicable to supply contracts only and not to works contracts. such unit participating in works tender will have to deposit earnest money and if selected performance security/Security deposit as usual vide no 4725-F(Y) dated 28th May 2013 of Principal Secretary to the Govt Of West Bengal, Finance Department.
- 4) Bidders eligible for exemption of EMD as per Govt Rules may avail the same and necessary documents including Govt Order regarding the expection of earnest money must be submitted .
- 5) **Required chemicals are to be deposited to the office of the Executive Engineer, Common Service Division, E&AM Sector, KMDA, in beginning of every month as per specified schedule item specification.**
- 6) Work chart should be submitted by the agency after getting work order.
- 7) Penalty for suppression /Distortion of facts : Submission of false document by tenderer is strictly prohibited.

Executive Engineer
CSD/E&AM/KMDA


Memo No:80/ 1 ()EE/CSD/E&AM/KMDA/N-1/2021-2022

Date: 03/12/2021

Copy forwarded for information and wide circulation to:

- 1) The Deputy Secretary, PR Cell. For publication according to KMDA norms.
- 2) The Chief Engineer, E&AM/KMDA
- 3) The Chief Engineer, Water& Sanitation/Housing/Roads & Bridge/PM&C/EM Sector, KMDA
- 4) The superintending Engineer, (Cons)/E&AM, KMDA.
- 5) The Executive Engineer, ECPD-I/NSD/C.D- II/CRS/DIV-V, KMDA.
- 6) The Account Assistant, CSD, E&AM, KMDA
- 7) The Estimator –in-Charge , CSD, E&AM, KMDA
- 8) Notice Board

Name of Executive Engineer: Monoj Kumar Das
Mobile No : 8981001557


Executive Engineer
CSD/E&AM/KMDA